

Section 4

Service Provisioning

- A. Service Order Process*
- B. Central Office
Installation*

Section 4A

Service Order Process

4.A SERVICE ORDER PROCESS

4.A.1 Following is an overview of how the interconnector will apply for Physical Collocation:

1. This SWBT document is intended to be given to prospective interconnectors to provide them the information outlining the responsibilities of each party in an collocation agreement. This document, which includes blank application forms, will be available from the Competitive Provider Account Team (CPAT) General Manager's Group. Upon request, SWBT will mail a copy to a potential interconnector. Any additional questions the potential interconnector may have should be referred to its Account Manager.

2. An interconnector interested in collocating in a SWBT central office should forward a completed application form (one per central office) along with a check for "Engineering Design Charges" or EDC, (one per request / application) to:

SWBT-ICSC
Attention: Project/Collocation Manager
One Bell Plaza, Room 2800
Dallas, TX 75202

Engineering Design Charges are:

Initial - \$4,250
Non Standard - 1,330
Subsequent - \$1,150

3. The Dallas ICSC will note on the application the date and time received, then assign a case number to the application.

4. SWBT will design the collocation area where the interconnector will be located within SWBT's central office. Once the design is completed, SWBT will complete the "Confirmation for Collocation" form and forward to the interconnector. "Confirmation for Collocation" will contain information such as where the interconnector will be located and total charges for collocating in the central office. The written quotation of applicable charges will be provided to the interconnector within 35 business days following the initial receipt of the EDC, the collocation agreement and completed application forms.

5. Should an interconnector submit six (6) or more applications within five (5) business days in a state, the interval date will be increased by ten (10) business days for every five (5) applications. This also applies to any revisions to applications. For example:

1 - 5 Applications	35 Business Days
6 - 10 Applications	45 Business Days
11 - 15 Applications	55 Business Days
16 - 20 Applications	65 Business Days

If SWBT cannot meet the thirty-five (35) day quotation interval stated above because multiple collocators submitted multiple applications at the same time, SWBT will inform the Collocators of this situation and establish new quotation intervals.

ORDERING REQUIREMENTS

4.A.2 During service order negotiation with the interconnector, SWBT will provide the interconnector with the required data to provision the interconnecting switched transport and/or special service access orders. For physical collocation, the interconnector's Common Language Location Identification (CLLI) and cross connect frame, shelf and jack appearance will be identified and provided to the interconnector.

CIRCUITS TERMINATING INTO AN INTERCONNECTOR

4.A.3 At the initial installation, SWBT will provide the Interconnector all physical point of termination address information to subsequently order services from the appropriate tariff or agreement. As the circuits are ordered to the Interconnector's cage, this physical point of termination address information will be specified in the APOT field on the ASR form. The APOT information will consist of 10 numerics, beginning at the far left hand side of the APOT field (the APOT field length is 11 positions). The 10 numbers in this field represent the floor, aisle, bay, panel and jack information. The APOT field is translated to the 'POI' FID on the ASR or LSR and will have the address elements listed above separated by a space.

Note: APOT FIELD

The APOT field must be populated by the interconnector to give SWBT the exact termination address information. This information will include floor, aisle, bay, panel and jack information. This information is needed by SWBT and should appear on the service order behind the floated fid/POI.

ASR EXAMPLE: APOT 10141011012121141

SVC ORD EXAMPLE: /POI: 04 010 22 2 14

					-> Jack (2 positions)
					-> Panel (1 position)
					-> Bay (2 positions)
					-> Aisle (3 positions)
					-> Floor (2 positions)

Section 4B

Central Office Installation

4.B CENTRAL OFFICE INSTALLATION

4.B.1 GENERAL

4.B.1.1 The following paragraphs cover specific criteria that is relative to the providers of telecommunication services and/or interconnectors which reside in SWBT equipment buildings and facilities. All such providers and/or interconnectors will conform to those industry standards that are deemed necessary by SWBT, the Federal Government and the telecommunication industry as a whole.

4.B.1.2 The interconnector's equipment must at least meet the same criteria and protection standards as the equipment SWBT utilizes and installs in its own equipment buildings. The interconnector will be expected to conform to the same accepted procedures and standards utilized by SWBT and its contractors when installing any equipment.

4.B.1.3 The installation standards document utilized by SWBT and its contractors is Technical Publication TP76300. This Installation Guide and subsequent revisions is the basis for engineering and installation work performed within SWBT equipment buildings. A current edition of TP76300 should be obtained by each interconnector having equipment located within SWBT buildings.

4.B.1.4 The following is an additional list of standards utilized and required by SWBT:

- American National Standards Institute (ANSI) fire resistance criteria, ANSI T1 .307-1990: ignitability requirements for equipment assemblies and fire spread requirements for interconnection wire and cable distribution assemblies
- All level one requirements contained in Bellcore SR-3580, Issue 1, November, 1995, Network Building Equipment (NEBS) critical levels.
- Network Equipment Building System (NEBS) Generic Equipment Requirements, GR-63-CORE, Issue 1, October, 1995
- Electromagnetic Compatibility and Electrical Safety
Generic Criteria for Network Telecommunication Equipment GR-1089-CORE, Issue 1, November, 1994.
- Isolated Ground Planes: Definition and Application to Telephone Central Offices, TR-NWT-00295 Issue 2, July 1992.
- ANSI American National Standard for Telecommunications, ANSI T1 .313-1991: electrical protection for telecommunication central offices and similar type facilities
- National Electric Code
- Underwriter Laboratories, Inc.

4.B.2 PHYSICAL COLLOCATION

DESCRIPTION

4.B.2.1 Physical collocation will provide an interconnecting company actual space within SWBT central offices. The interconnector will lease the central office space from SWBT and install its own equipment within the designated space. The interconnector will have access to its equipment within the central office for installation and maintenance of its equipment 24 hours per day, 7 days per week.

EQUIPMENT

4.B.2.2 SWBT must ensure that other providers' equipment collocated in SWBT locations meets acceptable protection standards. These standards include, but are not limited to:

- Electrical Protection
- Physical Protection
- Performance Standards

These can be further broken down into fire, seismic, pollution and service protection.

4.B.2.3 The interconnectors equipment must meet the same criteria and protection standards as the equipment SWBT utilizes and installs in its own equipment buildings. The interconnector will be expected to conform to the same accepted procedures and standards utilized by SWBT and its contractors when engineering and installing any equipment.

4.B.2.4 Bellcore document GR-63, Network Equipment Building System (NEBS), critical levels, provides generic requirements under which network equipment should be expected to operate reliably. This document focuses on equipment physical protection consideration.

4.B.2.5 Bellcore document GR-1089, Electromagnetic Compatibility and Electrical Safety Generic Criteria for Network Telecommunication Equipment, covers electromagnetic interference, electrostatic discharge, immunity to lightning and ac power influences, grounding and electrical safety.

Note: The application of the two Bellcore document guidelines is at the sole discretion of SWBT. It is critical that interconnector's planning an equipment installation, be fully aware of what the term "NEBS" implies prior to introducing equipment into the central office environment. SWBT personnel working with interconnectors will be explicit in checking that GR-63 and GR-1089 criteria have been satisfied for equipment proposed for installation.

4.B.2.6 The phrase "NEBS compliant", as used by SWBT, implies that the product in question meets or should meet the environmental compatibility criteria specified level one requirements contained in Bellcore SR-3580 Issue 1, November, 1995. This document specifies the critical requirements contained in GR-63 and GR-1089. SWBT knows that many products analyzed by Bellcore meet a majority of the requirements, however, it is not uncommon for products to have one or more non-conformances. The non-conformances are often (but not always) minor and may be allowable at the discretion of SWBT, if the issue in question does not pose a threat to network integrity in the particular application and environment. In addition, all the criteria listed in the documents may not apply to every product. If a question arises about equipment compliance, SWBT will discuss the situation with the interconnector.

Note: Equipment suppliers may perform their own internal testing to determine if a product conforms with Bellcore's requirements for the purposes of answering the question when posed in a collocation proposal. In this case, SWBT will consider whether the data provided by a supplier adequately addresses the criteria, whether all appropriate criteria areas have

been examined and whether testing has been performed in accordance with the required test methods. Manufacturers of network equipment commonly perform some level of environmental stress, electromagnetic compatibility and electrical safety testing on their products. Most often, equipment undergoes tests required to meet national/international standards such as those required to obtain a listing with Underwriters Laboratories (UL). Products which are used in telecommunications network are commonly submitted for listing to UL Standards for Safety 1459, 478 or 1950. Equipment manufacturers often inquire if such a listing exempts their product from undergoing GR-63 and GR-1089 testing. Interconnectors may ask similar questions in cases where their chosen supplier has received a UL listing but has not undergone GR-63 or GR-1089 compliance testing. Listing and tests to other standards provide a good baseline in assessing the robustness of a product, however tests against Bellcore's criteria are in most cases, more stringent (i.e., Bellcore's criteria cover aspects which provide for personnel safety, the ability of the equipment to function properly under physical and electrical stresses and not present a hazard to other equipment in the network).

4.B.2.7 The up-front SWBT technical review of interconnector specified collocation equipment will occur following receipt of the "Physical Collocation Application Form" on which the interconnector specified equipment is provided under the "Detailed Technical Information" portion of the form.

4.B.2.8 Should SWBT have any technical concerns with the reliability and compatibility of the equipment, SWBT will coordinate with the interconnector and *prior to the interconnector ordering the equipment.*

EARTHQUAKE ZONE BRACING

4.B.2.9 SWBT's territory consists of four (4) earthquake zones (0-3). SWBT will determine which seismic zone is applicable for an interconnector's equipment. Generally, two metallic anchors are required in the base of seven foot (7') frames and cabinets. Top supporting is not required unless the equipment manufacturers' specifications call for this arrangement. These specifications would normally be consulted to determine which earthquake bracing is required. This will depend on the seismic zone in which the equipment will be deployed. For detailed information on earthquake and office vibration, refer to Bellcore Network Equipment Building System (NEBS) Technical Reference Document GR-63.

EQUIPMENT INSTALLATION

4.B.2.10 The Point of Termination (POT) frame will be installed in the interconnector's partitioned space or in the common area where required by law. By using a standard POT frame equipped with DI-panels, each interconnector will be terminated in the same manner. The POT or Network Interface (NI) will be at the cable side of the frame. A dedicated DSX- panel will be installed in the SWBT DSX equipment area for each DI- panel required in the POT frame. Each partitioned area will have a panel in the DSX lineup identified with a stencil (or similar identification) dedicated to its use. Cables (connectorized for DS1 only) will be installed to connect the two frames, and all connections will be cabled at the time of the initial installation (84 for DS1, 24 for DS3). This will reduce the number of times a central office technician will need access to the interconnector's partitioned space for future activity.

4.B.2.11 The interconnector will be responsible for the following:

- Installation of its own equipment
- Termination of its equipment on the POT frame
- Design of its own equipment.

- Engineering of its own equipment.
- Testing of its own equipment.
- Maintenance of its own equipment.
- Obtaining any necessary certifications or approvals from the state PUC
- Providing a 24 hour 7 day a week contact number to SWBT.
- Providing verbal notification immediately of any significant outages or operations problems which could impact or degrade SWBT's network, switches, or services and provide an estimated clearing time.
- Providing written notification of any significant outages or problems within 24 hours.
- Removal of any equipment, property, or other items within thirty (30) business days after discontinuation or termination of the collocation agreement.

4.B.2.12 SWBT reserves the right to inspect the installation of all equipment in the interconnector's partitioned space. The objective of the SWBT inspection/quality assurance audit, is to ensure all equipment furnished and installed in a SWBT central office, has met all of SWBT's standards and guidelines prior to the provisioning of service (this includes the review of security systems, cage, alarms, collocation transmission equipment, central office grounding, etc.).

4.B.2.13 The SWBT inspection/audit process will occur following the completion of interconnector installation activity, but prior to any service being cross-connected and furnished by SWBT to the interconnector. The SWBT audit review of the office environment with a "walk-through" observation will occur with the interconnector.

4.B.2.14 In performing the quality review of the interconnectors equipment installation, SWBT will use existing SWBT reference material appropriate to determine the actual quality of the installation and equipment being reviewed. Items to be verified are:

- Safe working environment in the cage/collocation space
- Clean Floors
- Proper temperature and humidity levels
- Equipment in place and frame wiring properly run and dressed
- Office POT frame power alarms properly functioning
- Frame and equip. properly identified (SWBT's DSX- panels properly identified so interconnector orders can be quickly and easily processed)
- Cables secured

4.B.2.15 Following the quality review (which should be performed with both interconnector representative and SWBT present), a written report will be distributed to the interconnector.

4.B.2.16 The detailed audit report (which will become part of the retained documentation on the collocation activity) will contain the evaluation of the overall collocation job. It will also contain a list of items requiring further attention and/or immediate resolution before the actual activity can be considered complete and service provisioning between SWBT and the interconnector can occur.

Note: If problems are uncovered with the quality of equipment installation of the interconnector, and the problems require the schedule for physical collocation occupancy to be effected, SWBT will document the problems, date and sign the information and provide to the interconnector. Following satisfactory resolution of the identified problems, SWBT will document the status of the corrections, date and sign the job as complete. The interconnector's equipment will not be placed in service until all findings have been corrected to the satisfaction of SWBT.

WORK STOPPAGES

4.B.2.17 In the event of a work stoppage, provisions will be made for the interconnector's vendors, agents and contractors to have access to the central office as usual. Entrances will be marked accordingly.

Section 5

Maintenance

- A. Trouble Reporting*
- B. Central Office Repair*
- C. Security Escorts*

5.A TROUBLE REPORTING

5.A.1 If the interconnector detects trouble on an Interconnection circuit and does not require a security dispatch, it should call its normal reporting bureau (e.g. Interexchange Carrier Center (IECC), Local Operations Center (LOC), Special Services Center, Customer Services Bureau, or Special Services Reporting Bureau) to report trouble and provide all circuit ID information and a detailed explanation as to the nature of the trouble.

5.A.2 If the interconnector detects trouble on an Expanded Interconnection circuit and requires a security dispatch, it should call its normal reporting bureau to report trouble on all circuits affected and a detailed explanation as to the nature of trouble. The interconnector must also request a security dispatch to the designated central office.

5.B CENTRAL OFFICE REPAIR

5.B.1 PHYSICAL COLLOCATION

CENTRAL OFFICE MAINTENANCE

5.B.1.1 SWBT's maintenance responsibilities will end at the network interface. The interconnector will be responsible for the following:

- All cross-connections on the POT frame
- Replacement of blown fuses on the POT frame
- Maintenance of its own equipment
- Surveillance of all equipment and fuse alarms within the partitioned area (including the POT frame).

COLLOCATION AREA ACCESS

5.B.1.2 Where it is not possible to provide the interconnector with secure access to the collocation area, a SWBT security escort will be required.

5.B.1.3 When an interconnector requires access to a non-secure central office, its normal reporting bureau (e.g. IECC) should be notified 2 business days in advance. The reporting bureau will contact the Network Operations Center (NOC) responsible for the particular central office, and the Switching Control Center (SCC) will in turn contact the interconnector to arrange for a meet point and time. The interconnector will provide the SCC with a telephone number which is accessible 24 hours a day to be used as a contact point should the need arise.

5.B.1.4 The SWBT security escort will remain with the interconnector for the duration of the office visit.

5.B.1.5 Other access to the interconnector's partitioned space by SWBT will only be allowed with the permission of the interconnector. SWBT may access the partitioned space without notice for the purpose of averting any threat of harm inadvertently imposed upon the operation of SWBT's equipment, facilities and/or personnel by the interconnector or its equipment and facilities.

5.C SECURITY ESCORTS**INSTALLATION**

5.C.1 If the interconnector requires access to a designated security escort central office, the interconnector should call the designated collocation dispatch number for the applicable Primary Market Area and request a security dispatch. The interconnector **MUST** provide the unique assigned CLLI code when calling for a security dispatch. The interconnector will be advised that it will be contacted by the (SCC) to establish a meet point and time. The interconnector will provide the SCC with a telephone number which is accessible 24 hours a day to be used as a contact point should the need arise.

5.C.2 The SWBT security escort will remain with the interconnector for the duration of the office visit.

MAINTENANCE

5.C.3 If the interconnector detects trouble on an Expanded Interconnection circuit and requires a security escort dispatch, it should call its normal reporting bureau to report trouble on all circuits affected. The interconnector should provide a detailed explanation as to the nature of the trouble. It is imperative that the interconnector also request a security dispatch to the designated central office.

Section 6

Real Estate & Architecture

- A. Building Alterations*
- B. Cage Construction*
- C. Environmental Conditions*
- D. Security / Building Access*

6.A BUILDING ALTERATIONS FOR PARTITIONED SPACES

6.A.1.1 All building modifications, additions and rearrangements must comply with state and local building codes and standard SWBT building practices, including seismic and ADA requirements as they would normally apply.

6.A.1.2 SWBT will not relinquish forecasted space or facilities, or undertake the construction of building additions or new facilities to satisfy an interconnector's request.

6.A.1.3 The time interval for subsequent interconnector requests compared to the first request will generally be shorter. This is due to the completion of general building alterations required for collocation being finished with the first interconnector request.

6.A.1.4 Wherever possible, the interconnector's partitioned space will be located such that it can be separated from the rest of the building to allow for direct access from the exterior, or via controlled access through secured corridors to the partitioned space. This will eliminate the need for a security escort to the interconnector's equipment. The collocation area is that area where one or all of the interconnectors' partitioned spaces are located. In most cases, the collocation area will include a common area accessible by all the interconnectors.

6.A.1.5 If the interconnector's partitioned space is provided in non-equipment type areas, i.e. administrative space, the partitioned space will be compartmentalized or separated from the surrounding area by fire-rated construction. This would most likely be drywall construction using fire-rated materials to achieve a full one-hour rated enclosure.

6.A.1.6 If the interconnector's space is situated in vacant equipment areas, the partitioned space would not require fire-rated separation from the surrounding area. Consequently, any one of the cage construction materials identified in Section 6.B could be utilized. Individual local circumstances may warrant a more secure separation than that provided by welded wire mesh. There may be specific situations where drywall construction will be required to meet local conditions.

6.A.1.7 Each building will have a continuous conduit path from the Cable Entrance Facility (CEF) or Cable Vault up to and/or through floors and walls to the partitioned space. The conduit will provide a secure and noncombustible path such that no additional racking or support elements are necessary for the interconnector's cable to be brought into each partitioned space. If the conduit is mounted to the underside of the roof deck or ceiling, the conduit will be extended down to approximately eight feet (8') above the floor. Conduit bends will have a minimum radius of three feet (3') and pull boxes or "slip sleeves" will be provided after every fourth bend. The intent is to provide a protected path for the interconnector's cable from the CEF all the way to the interconnector's partitioned space. This includes necessary fire stopping at walls and floors. The conduit will be four inch (4") diameter metallic material. The conduit will have a "pull wire" to facilitate installation of the cables and to verify overall conduit length. If additional conduit runs are required beyond what is described above or required by the tariff, SWBT will be compensated for same on an individual case basis.

6.A.1.8 Some SWBT buildings will require a security escort for the interconnector to access its equipment. For example, this situation cannot be avoided in buildings where the only space available for collocation is located at a remote area from the ground floor or where direct access from the exterior cannot be achieved. In these cases, the interconnector must arrange for a security escort as described in Section 5.C The interconnector will be advised of this condition when a request is filed.

6.A.1.9 SWBT will provide access cards/keys to the interconnector for exterior entrance door and partitioned space entry when the partitioned space is ready for occupancy.

6.A.2.1 GENERAL PROVISIONS FOR TENANT ACCOMMODATIONS

A. Partitioned space will be offered in 100 square foot increments per central office. Additional space will be offered in 100 square foot increments on an as-needed basis where available. SWBT will notify the interconnector when the partitioned space is ready for occupancy. Unless there are circumstances beyond its control, the interconnector must place transmission equipment in the partitioned space within the number of days specified by applicable tariffs or agreements after it is ready for occupancy. If the interconnector fails to do so, the partitioned space reverts to available space.

B. SWBT may enclose the partitioned spaces where the interconnector-provided equipment is located. The enclosure will conform with the standards for health, safety and security to which SWBT presently adheres within a central office environment.

C. SWBT will designate the floor space within each central office which will constitute the collocation area.

D. In addition to the floor space, SWBT will provide negative DC and AC power, back-up power, heat, air conditioning and other environmental support necessary for the interconnector's equipment in the same manner that it provides such support items to its own equipment within that central office.

E. SWBT will permit the interconnector's employees, agents and contractors to have access to the areas where the interconnector's partitioned space is located at all reasonable times, provided that the interconnector's employees, agent and contractors comply with the policies and practices of SWBT pertaining to fire, safety and security. SWBT will also permit all employees, agents and contractors of interconnectors to have access to the interconnector's cable and associated equipment within the partitioned space where it is exposed for such access and connections exist or are planned.

F. SWBT may at any time, for purposes of inspection, access the partitioned space by prior notice and may, without prior notice, access the partitioned space for purpose of averting any threat of harm inadvertently imposed by the interconnector or its equipment or facilities upon the operation of SWBT equipment, facilities and/or personnel located outside of the partitioned space.

G. The interconnector is responsible for immediate verbal notification to SWBT of significant outages or operational problems which could impact or degrade SWBT's equipment and/or services and provide estimated clearing time for restoral. In addition, written notification must be provided within 24 hours.

H. The physical collocation interconnector will bring its cable to the central office entrance manhole and leave sufficient cable length in order for SWBT to be able to fully extend the interconnector-provided cable through the vault to the partitioned space.

- I. Interconnector facilities and equipment located in a SWBT central office building pursuant to the applicable tariff or agreement will meet the safety requirements as specified by SWBT. Interconnector-designated equipment or operating practices representing a significant demonstrable technical threat to SWBT's network are not permitted.
- J. The interconnector is responsible for removal of its equipment. If the interconnector fails to remove its equipment within 30 days after discontinuance of use, SWBT will remove the equipment on a time and materials basis.

6.B CAGE CONSTRUCTION

6.B.1 An interconnector may request partitioned space in 100 sq. ft. increments.

6.B.2 Each cage will be constructed utilizing any of the following construction materials:

- drywall type partition construction consisting of metal studs covered by sheetrock/drywall
- welded wire fabric consisting of individual sections supported by metal framing members

NOTE: Use of welded wire fabric or equivalent is essential to provide proper grounding of the enclosure. (Chain link fencing or woven wire fabric may pose grounding related problems.)

6.B.3 The above construction materials will be used as specific building conditions dictate. In most cases, the interconnector's partitioned space will be constructed using welded wire fabric. If this material is not satisfactory for any reason, the interconnector must advise SWBT of same when filing an application.

6.B.4 Each cage will be 100 square feet in size with additional space offered in 100 square foot increments on an as needed basis where available. Generally speaking, the cage will be 10 feet by 10 feet (10' x 10'). However, dimensions may vary due to individual building circumstances. The cage shall have a ceiling or top, or the sides shall be extended up to the underside of the roof or floor above. This is necessary to provide a "Secure" cage enclosure. Existing conditions must be taken into consideration to determine how the cage is constructed at each facility. If the cage has a top, it will be at least eight feet (8') above the floor. The cage will have a three foot (3') by seven foot (7') door with a hasp to accept a padlock or an integrated door lock for controlled access by the interconnector. Each cage will be keyed separately. SWBT will have a master key for access under special conditions as noted elsewhere in this publication.

6.B.5 SWBT will provide framed openings in the sides or top of the cage as necessary to allow for cable access to the interconnectors equipment. Cage construction will also take into consideration the existing overhead telephone cabling, racking, etc. SWBT will not enclose any of it's own existing cabling and/or racking within the interconnector's cage. This also applies to other interconnector equipment and cabling.

6.B.6 Each partitioned space will be equipped with two (2) 120 volt AC duplex convenience outlets necessary to provide power for task lighting and miscellaneous use by the interconnector. General lighting for each partitioned space will be provided by two (2) 2-lamp, 40 watt fluorescent light fixtures located directly above or inside each partitioned space. Relamping of the light fixtures will be provided by SWBT. Necessary switches for control of individual partitioned space lighting will also be provided by SWBT. Emergency lighting will be installed as required by SWBT practices and/or local building codes.

6.B.7 Adequate environmental control of the partitioned space will also be provided. SWBT has planned for air conditioning based on power consumption of each interconnector's transmission equipment at 100 amps, negative 48 volt DC. The interconnector must advise SWBT when filing its application of any specific cooling requirements which exceed this design load. The interconnector will be required to pay for any additional cooling on a custom work order basis.

6.B.8 Required fire extinguishers will be provided by SWBT in the collocation area for accessibility by all interconnectors. A separate fire extinguisher will not be located in each interconnector's partitioned space.

CAGE GROUNDING

6.B.9 Each cage will have a separate ground bar provided and installed by SWBT. SWBT will complete all necessary grounding of the cage and make arrangements for connections to the interconnector's equipment. Final connections to the interconnectors equipment will be made by the interconnector. If the cage construction employs metallic materials, SWBT will bond each cage or sections of a cage together using a #6 insulated stranded copper conductor and two-hole bolted/compression connector. Refer to Section 3.B for additional grounding information.

6.C ENVIRONMENTAL CONDITIONS

6.C.1 All equipment must adhere to prevailing environmental standards. All equipment utilized in a SWBT equipment building must meet the level one requirements specified in the Network Equipment Building System (NEBS) criteria levels: SR-3580 Issue 1, November, 1995..

6.C.2 As with all SWBT equipment locations, interconnectors are required to keep its respective partitioned space clean and void of all nonessential materials. This specifically includes packaging materials, paper products, plastic and all flammable products.

6.C.3 SWBT may at any time, for purposes of inspection, access the partitioned space by giving proper notice to the interconnector. SWBT may access the partitioned space without prior notice for the purpose of averting any threat of harm inadvertently imposed upon the operation of SWBT's equipment, facilities and/or personnel by the interconnector or its equipment and facilities.

6.C.4 SWBT will provide heating, air conditioning, and other environmental support necessary for the interconnector's equipment in the same manner that it provides such support items for its own equipment.

6.C.5 Interconnectors will not be allowed to bring any hazardous materials into a SWBT equipment building. If any material is thought to contain a hazardous or toxic substance, the appropriate SWBT person will be notified at once and required action taken.

6.C.6 Some floor tiles in SWBT buildings may contain non-friable asbestos. SWBT has procedures in place for drilling holes when asbestos-containing floor tiles are encountered. The interconnector must follow these procedures or other governmental approved procedures addressing the proper handling, removal and disposal of asbestos containing material. The interconnector should request a copy of SWBT's procedures when filing a request for Physical Collocation.

6.C.7 Each interconnector will be responsible for all "house services" or cleaning within the partitioned space, except for relamping of light fixtures that may be mounted inside the partitioned space. Common areas adjacent to the interconnectors partitioned spaces will have house service provided by SWBT. Flammable cleaning supplies will not be stored in the partitioned space or any common area. Other house service supplies must be stored in a metal cabinet. SWBT will periodically inspect the partitioned spaces to ensure compliance with SWBT house service standards.

6.C.8 Power actuated cleaning equipment (i.e. vacuums or buffers) must be approved by SWBT prior to use due to potential interference with central office equipment operation.

6.D SECURITY AND BUILDING ACCESS

6.D.1 In most cases, partitioned spaces will be located in a collocation area within the central office. This area will be accessible by the interconnector without gaining access to other parts of the building. In many cases, Electronic Access Control (i.e. keycards) will be installed at the collocater's exterior entrance to the building and the common entry to the collocated space on both sides of the entrance door(s) to restrict and document access to the area. Another lock mechanism will be used on the individual partitioned space. In a single floor central office, access may be through a separate entrance created in the exterior wall of the central office building which will enter directly into the collocation area, or, in those offices where there is only room for one physical interconnector, directly into the partitioned space. A SWBT representative will have a key/key card to each collocation area and partitioned space. See 6.D.8.

In the event that an action by an interconnector jeopardizes the integrity of the building security (lost key, etc.), that interconnector will be responsible for all costs necessary to restore the building security in that location.

6.D.2 SWBT will permit the interconnector's employees, agents and contractors to have access to the areas where the interconnector's partitioned space is located at all times, provided all individuals comply with the policies and practices of SWBT pertaining to fire, safety and security. Interconnectors are required to wear SWBT vendor picture ID badges at all times while on SWBT premises.

6.D.3 The interconnector will be responsible for conducting its own security background checks for all of its employees or agents who could possibly have unrestricted access to SWB areas in the building (including common areas) and report the results to their SWB Account Manager. Anyone found to have a criminal record will be referred to SWB Security to determine the level of access that will be permitted.

This security check is not required for individuals who will have access only to the interconnector's caged area or will who will obtain access only via a full time security escort.

6.D.4 Where it is not possible to provide the interconnector with a secure access method to the collocation area, a SWBT escort will be required. SWBT will check the Vendor ID before granting access to the central office. The security escort will stay with the interconnector at the interconnector's expense while all job functions are performed.

6.D.5 Interconnectors are allowed to access common areas as well as staging areas to the extent that these areas or rooms are directly accessible from the collocation area. SWBT is not required to provide a secured path to these areas if they are located elsewhere in the building. The common area associated with each partitioned space should be considered for use as the interconnector's staging area. The interconnector is expected to leave all common areas in a "broom clean" condition. Any clean up work required by SWBT will be billed back to the interconnector for time and materials.

6.D.6 If access to a staging area is necessary in a non-secured office, a security escort must be requested and dispatched upon notice by the interconnector. A staging area is not a long term storage location and should not be utilized as such.

6.D.7 SWBT may at any time for purposes of inspection access the partitioned space by prior notice to the interconnector. SWBT may access the partitioned space without notice for the purpose of averting any threat of harm inadvertently imposed upon the operation of SWBT's equipment, facilities and/or personnel by the interconnector or its equipment and facilities.

6.D.8 It is SWBT's intention to construct a secure path of travel to the collocation area, at the collocater's expense, whenever technically and economically feasible. When a secure path can be

constructed, there should be no need for an escort, since the collocator's access will be electronically monitored.

Where economically feasible, due to existing security system infrastructure, electronic access control (i.e. cardkey) devices will be installed at the collocator's building entrance and at the collocation area entry door. However, some buildings will be secured via existing security access systems and/or hardware (i.e. combination locks, keyed locks or some other form of electronic access device). Regardless of how the building is secured, the collocator will be charged for all security system equipment necessary to secure the collocator's exterior entrance and the collocation area entry door. Securing existing doors, along the collocator's secure path of travel will not be charged to the collocator.

Appendices

A. Forms and Instructions

B. Figures and Illustrations

C. Sources of Information

Appendix A

Forms and Instructions